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Attachment III

Description of the Pilot Project

1. The administration of the Project was a coordinated effort by the Management Training Faculty (MTF) of OTR, (working with the contractors), and certain officers in the Office of Finance (setting dates, arranging teams, etc.). Because of the difficulty caused to the conduct of business by having many persons in training at the same time for an entire week, it was decided to run a number of sessions of Phase I during long week-ends (from Thursday afternoon to Monday afternoon).

2. Phase I was given on the following dates:

Group I: 4-8 March 1965
 Group II: 18-22 March 1965
 Group III: 1-5 April 1965



25X1A6B

Because Phase II was delayed until the fall of 1965, it was necessary to run the following additional sessions to accommodate returnees:

Group IV: 18-22 November 1965
 Group V: 14-15 February 1966
 (abbreviated Phase I)



Magazine

25X1A6B

3. Phase II was given on the following dates:

Group I: 25-27 September 1965 Langley
 (Director of Finance and his staff)
 Group II: 8-9 January 1966 Glebe
 (Division Chiefs and their staffs)
 Group III: 19-20 February 1966 Glebe
 (Branch Chiefs and their staffs)

The first three groups of Phase I and the first group of Phase II were directed by the outside consultants; all other groups were directed by the Management Training Faculty.

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C-O-N-F-I-D-E-N-T-I-A-L

2

Attachment III

4. The following table gives a statistical breakdown of O/F participants:

<u>Phase I:</u>	<u>Group I</u>	<u>Group II</u>	<u>Group III</u>	<u>Group IV</u>	<u>Group V</u>	<u>Senior Seminar</u>	<u>Total</u>
GS-5				2			2
GS-6			1	1			2
GS-7			8				8
GS-8			1				1
GS-9			3		3		6
GS-10			8	2	1		11
GS-11		5	3	3	3		14
GS-12	7	10		3	3		23
GS-13	9	6	1	3	3		22
GS-14	6	6			1		13
GS-15	3	2		1	1		7
GS-16	1	3				1	5
GS-17						1	1
GS-18						1	1
Total	26	32	25	15	15	3	116
Number of these who took Phase II	16	22	18	12	11	3	82

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C-O-N-F-I-D-E-N-T-I-A-L

3

Attachment III

5. Note that only 82 of the 116 people taking Phase I also took Phase II. Much of this attrition was due to rotation which took place during the 10-month gap between the two phases. Most of this attrition occurred at the GS 11-13 level (only 31 out of 59 took both phases). Twenty-two women took Phase I; of these, eighteen took Phase II. In addition to the 116 people listed above from the Office of Finance, 23 people from other offices (BPAM, OTR, etc.) participated in Phase I.

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